

16 November 1982

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MEMORANDUM FOR:

FROM:

SUBJECT: BPS Space Requirements

1. Current workstation requirement for BPS is six. These six are occupied by four OL careerists, one contract DO employee, and one GSA employee. Current space is approximately 750 sq.ft.

2. Projected needs for 1983 include an additional workstation for one OS assignee and two workstations for A-E contractor personnel. This will raise the BPS requirement to nine workstations and 1,300 sq.ft.

3. The FY-84 budget includes a request for six OL positions to support the program. This will necessitate an additional two workstations, bringing the requirement to eleven workstations and 1600 sq.ft.

4. The above data accounts for workstations only. There is a requirement for non-office space to (1) house a computer graphics terminal to be used in monitoring contractor performance and (2) display space to accommodate site models and large graphic display boards. This requirement for an estimated 300 sq.ft. will arise in 1983.

5. By providing 1600 sq.ft. in 1983, the total 82-87 requirement can be satisfied, since several workstations will be relocated to a temporary construction office in late 1984.

6. The consequences of not gaining this additional space are reasonably obvious. It will be necessary to force 10-11 workstations, several computer terminals and large display materials into the existing 750 sq.ft. This will result in a per capita workstation allocation of approximately 40 sq.ft. to house mid-level and senior officers from CIA, GSA, and a commercial contractor.

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